

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Email applications to: jobs@tceq.texas.gov

TCEQ: www.tceq.texas.gov



www.takecareoftexas.org

State Title: Natural Resources Specialist II
Functional Title:
Job Posting: 17128
Monthly Salary: \$3081.33
Salary Group: B17
Posting Date: 08/11/2017
Close Date: 08/25/2017
Section/Division: Clean Rivers Section/Water Quality Planning Division
Work Location: 12100 Park 35 Circle, Austin, TX 78753
Openings: Three
Position #(s): 1252, 5242, 11357

Job Description:

Provides complex consultative and technical support in the development, implementation, and administration of the Texas Clean Rivers Program (CRP) for the Texas Commission on Environmental Quality (TCEQ). Assists with project management duties for the Clean Rivers Program, which includes negotiating and administering work plans and grant agreements; reviewing water quality monitoring data sets, quality assurance project plans, technical analysis reports, and other project deliverables to ensure they meet program guidance, work plan specifications, and quality assurance (QA) protocols; assists in site visits of program participants; and in promoting effective use of state and federal resources. Participates in program planning, development, and implementation; assists in development of section(s) of the Clean Rivers Program guidance document; and assists in developing training materials. Assists in coordinating and planning water quality monitoring and assessment projects; ensures project plan objectives are clearly defined to produce valid data and informative analyses; and supports QA audits of contractors. Prepares informational materials; gives presentations at meetings, workshops, conferences, and training events as assigned; and participates in agency workgroups. Communicates with management and other agency staff regarding programmatic needs and activities; assists in responding to public inquiries and requests for information and water quality data; and communicates with contractors to clarify expectations and provide information.

Military Occupational Specialty (MOS) Codes:

92W, 72D, AG, 180X-RL, 646X-LDO, MST, 790, 72, OAR15, 6842, 6802, 8831, 8866, 1W0X1, 1W0X2, 8E000, 9S100, and 15WX

Minimum Qualifications:

A bachelor's degree from an accredited college or university, with a major in a natural or physical science, engineering, environmental studies, or related field (COPY

OF OFFICIAL TRANSCRIPT REQUIRED WITH APPLICATION).

One year of full-time experience in the field of environmental activities may be substituted for each year (30 semester hours) of the required education.

Preferred Requirements:

Experience coordinating projects in a team environment.

Experience in project and/or contract management.

Experience giving presentations.

Experience working with water quality sampling techniques and/or fish and macroinvertebrate data collection.

Experience in water quality data analysis.

Experience writing, reviewing, interpreting, and/or summarizing technical documents.

Experience developing program procedures.

Special Requirements:

Moving up to 20 pounds of files.

Traveling up to 25% of the time.

Using monitoring equipment and supplies.

The agency will review the applicant's driving history in connection with the use of a vehicle in the performance of the job.

Condition of Employment:

TCEQ will verify Selective Service registration for males born on or after January 1, 1960. If exempt from Selective Service registration selected candidate must provide proof of exemption on first day of employment. Offers of employment are contingent on the candidate having legal authorization to work for the TCEQ. TCEQ will conduct a criminal history records search on candidates selected for posted vacancies. Only applicants who are interviewed will receive written non-selection notification.

To Apply:

Email a State of Texas application to jobs@tceq.texas.gov; or mail to TCEQ Human Resources & Staff Services, P.O. Box 13087, MC-116 Austin, TX 78711-3087; or submit in person, at 12100 Park 35 Circle, Bldg. A, Austin, Texas 78753 by the close date. An electronically signed copy is acceptable.

In compliance with ADA, if you need any special accommodations during the employment process, please contact HRSS for assistance at (512) 239-0102.

Texas Commission on Environmental Quality is an Equal Opportunity Employer